

# BY-LAWS



LODGE HANNAY

OF

MARK MASTER MASONS

No. 15

VISAKHAPATNAM.

BYE - LAWS  
OF  
**THE LODGE HANNAY**  
OF  
**MARK MASTER MASONS**

No. 15

**Place & Date of Meetings:**

1. The Regular Meetings of the Lodge shall be held at the Hamilton Memorial Masonic Temple Visakhapatnam on the evening of 1st Saturday of November, February, May and August, at such time as the Worshipful Master may desire.

**Fees & Degrees:**

2. The subscription to be paid by all the Members whether residing in Visakhapatnam or not is Rs. 110/- per annum. The year will commence on November 1st and the subscription is due on or before the 1st day in January next following. Every Member shall pay the full annual subscription what ever may be the time of the year at which is advanced or joins or resigns.

3. The scale of fees shall be as follows:

For Advancement	Rs. 300/-
Joining or Rejoining	Rs. 250/-
Fee of Honour	Rs. 40/-

Payable by all PM's, WM, Wardens and oversiers. If they have not paid the same directly to GMLI. Fee of Honour is for paid before 31st December each year.

4. No brother shall be advanced to the Degree of Mark Master Mason unless the fees for advancement along with the subscription has been paid to the Treasurer.

5. No brother shall be balloted for as a joining or rejoining member unless the fees of Rs. 300/- or Rs. 250/- respectively along with the subscription has been paid to the Treasurer and the Application and Declaration Form 'B', set out in the Appendix, has been signed.

6. Any candidate on whose account n Emergency Meeting may be summoned will be required to prepay a sum of Rs. 100/- towards the expenses of such meeting.

### Admission and Retirement of Members:

7. Every proposition for one advancement of a candidate must be made by one and seconded by another member in the open Lodge at a Regular Meeting or forwarded to the Secretary in writing atleast 14 days before the next regular meeting.

8. The Secretary shall insert the name of the candidate in the summons for the next Regular Meeting giving his name, profession or occupation in which craft Lodge he is a Member, Masonic Rank and residence together with the names of his proposer and seconder.

9. Every proposition for joining or rejoining must be made by one and seconded by another member in open Lodge at a Regular Meeting. The Secretary shall insert the name of the brother in the summons for the next regular meeting giving his profession or occupation and number of the Mark Lodge in which he was advanced after obtaining the necessary clearance certificate.

10. No candidate shall be admitted as joining or rejoining Member accepted, if, on the ballot, two black balls appear against him, provided, however, that the Worshipful Master may immediately demand a second ballot, when if the candidate be again in balled, the ballot shall be final.

11. In every case the result of the ballot shall be communicated as soon as possible to the candidate or brother desiring to join the Lodge.

12. Brethren wishing to retire from the Lodge shall notify the same in open Lodge or by letter to the Secretary.

13. If any member of the Lodge allows his subscription to be in arrears for more than one year a registered letter for the arrears of the subscription shall be sent to the last known address and if the subscription is not received within the stipulated time as per the registered notice, the name of the brother shall be ceased.

13A. If the subscription of a member remains unpaid for full two years at the expiration of that period he shall cease to be member vide Rule 110 of the B of C.

### Elections:

14. The Worshipful Master and the Treasurer shall be elected annually by ballot at the regular meeting held on 1st Saturday in August and shall be installed and invested at the regular meeting to be held on 1st Saturday of November.

15. No brother in arrears for more than one year shall be eligible to be elected as Master or to be appointed to any office in the Lodge.

### Secretary:

16. All letters and communications from members of the Lodge shall be addressed to the Secretary.

17. The Secretary shall conduct the general correspondence, issue Summons for all meetings record Minutes of the proceedings and properly maintain the Register of Members. He must carefully keep and preserve all records belonging to the Lodge.

All fees and dues must be paid to the Treasurer who shall put to the credit of the Lodge into such Bank or Banks as the Lodge may approve from time to time. It shall also be the duty of the Secretary to make payments for petty contingencies, for which purpose he shall receive advances from the Treasurer, on the Authority of the

Worshipful Master or Officer in charge of the Lodge. The Secretary shall keep an imprest of Rs. 50/- for the expenses.

### Treasurer:

18. All the fees and dues must be paid to the Treasurer, who shall put to the credit of the Lodge into such Bank or Banks as the Lodge may approve from time to time.

The Treasurer shall have charge of the money & account books of the Lodge and shall be responsible of the same. The Treasurer shall make payments only on the authority of the Secretary or The Worshipful Master or Officer in charge of the Lodge. Before the closing of every Regular Meeting he shall deliver an account of the moneys which have been received and paid since the last meeting and the balance in his hands.

### Register of Marks:

19. The Registrar of Marks shall keep the Register of the Marks of the Brethren of the Lodge, which he shall produce or cause to be produced at every meeting of the Lodge. He shall enter up on the Register after every meeting and verify the entries made by him with all Grand Lodge Certificates received by the Secretary.

### Propositions:

20. No proposition shall be put to the Lodge when assembled unless it be proposed by one member and seconded by another.

21. Any number of Amendments, duly proposed and seconded, may be made to any proposition. In such cases the amendment or amendments shall be put to the vote first. If they be negatived then the Original proposition shall be put to the vote; but if the amendments be carried the original proposition, as amended, shall be put to the vote, when there are several amendments proposed, they shall be put to the vote in the order in which they were proposed, and all the propositions shall be voted upon unless withdrawn by the members by whom they were proposed.

22. No member shall, except with the permission of the Worshipful master, be allowed to speak twice on any motion except to correct a mistake of fact or explain his meaning if misunderstood. The Original proposer shall always be entitled to make a general reply.

23. No visitor shall be entitled to ballot for propose, or vote on, any motion on any circumstances, but a visitor may address the Lodge upon any point connected with the Order in general with the sanction first obtained of the Worshipful Master or Officer in charge of the Lodge.

24. No proposition shall be brought forward for consideration unless notice thereof has been given at the previous regular meeting, or in writing to the Secretary atleast 14 days before the meeting at which the proposition into be brought forward.

25. The preceeding by law No. 24 or any part therefore may be suspended at any regular meeting of the Lodge if the Worshipful master and not less than two-thirds of the membership present are in favour of so doing.

26. Every speaker must address the Chair standing and in the manner usual amongst Mark master Masons.

### Committees:

27. (i) At the regular meeting in November the Worshipful Master after installation, appoints a Committee of which a Past Master shall be the Chairman and the Senior and Junior wardens shall be members, for the purpose of considering and reporting on general questions affecting the Lodge. It shall meet whenever convened by the Chairman or the Worshipful Master of the Lodge or whenever called for by a member of the committee. At the next installation Meeting to be held in November, it shall present a report on the General condition of the Lodge, with which shall be included a statement of accounts duly certified by the Audit Committee which shall be appointed by the Lodge.

(ii) The Treasurer and the Registrar of Marks shall attend the meeting of these committees and shall produce, if called upon all the properties records, correspondence, vouchers etc., belonging to or relating to the affairs of the Lodge that may be in their possession.

(iii) The W. Master, the Secretary and the Treasurer shall be Ex-Officio members of the committee.

(iv) The quorum shall be 3 members.

(v) Half the number of members of these Committee shall form a quorum.

28. The Worshipful Master may also, at his discretion, nominate for the consideration of any special subjects, other special Committees consisting of not less than three members, a Past Master, if possible being President.

29. The Secretary of the Lodge shall be ex-officio Secretary of all Committees appointed by the Worshipful Master.

### Relief:

29. a) A sum of Rs. 20/- from the General Funds of the Lodge shall be held by the Worshipful Master to meet emergent cases of distress. Incase the Worshipful master spends this amount he shall report the same at the next meeting of the Lodge.

30. It shall not be competent for the Brethren to repeal, add to or alter these By-laws unless the change shall have been approved of at a Regular Meeting of the Lodge and confirmed at the next Regular Meeting.

31. In the event of any change being made in these by-laws the Secretary shall furnish each member of the Lodge with a memorandum of the change made and shall correct all the printed copies of these By-laws in his possession.

NOTE : The original Bye-laws of our Lodge approved on behalf of the General Board, London on 16-6-1915 and subsequently there were some amendments. It is now decided to redrafts the entire Bye-laws and as such now put to the Lodge for approval.

The above Bye-laws were read in the open Lodge on 5-2-1983

The above Bye-laws were approved in the open Lodge on 7-5-1983

The above Bye-laws were confirmed in the open Lodge on 6-8-1983

(Sd.) P. GOURI SANKARA RAO  
WORSHIPFUL MASTER

(Sd.) M. SATYANARAYANA  
SENIOR WARDEN

(Sd.) A. SATYANARAYANA  
JUNIOR WARDEN

(Sd.) K.C. RANGANADHAM  
SECRETARY

Approved by the R.W. Regional Grand Mark of S.I. in August, 1983

Approved by the M.W. the Grand mark master of G.L.I. in August, 1983

It was again modified and approved by RGM / GMM on 1-9-90 and 30-10-90 respectively.

Brought up to date in November 1998.